



# Lake Cathie

## Public School

### Parents and Citizens

MEETING DETAILS	
<b>Purpose</b>	P & C Meeting
<b>Date and Time</b>	Tuesday 16 March 2021    Opened 6.57 pm    Closed 8.05 pm
<b>Location</b>	LCPS Library
<b>Attendance</b>	Attendance – as per attendance book Apologies – as per attendance book <i>Minutes: Linda Barnett</i>
ITEMS	ACTION
<b>Minutes of previous meeting reviewed</b>	Minutes accepted – Bec Bouldin Seconded – Susie Storm
<b>President's Report</b>	<ul style="list-style-type: none"> <li>Mother's Day Stall - Evening all, I have had a busy month working on the Mothers days stall, but finally got the order through yesterday. The order should be here late next week and I can then bundle up gifts. We have just over 500 gifts. We are trying to keep down expenses and we have a lot of stock left from last year which we have gone through and bundled up so we can get it moving. We are at this stage lucky enough to have a good old fashion face to face stall. I was thinking we could do the stall earlier, Tuesday 27 April and Monday 3 May if that suits the school. Having a gap between will give us hopefully last-minute buyers. It would be lovely to have as many children as possible purchase a gift for their mum, guardian, grandmother or aunty to make the stall successful.</li> </ul>

	<ul style="list-style-type: none"> <li>• Katy Haste suggested having the second sale day on Tuesday 4 May as the children tend to spend their money in the canteen on a Monday.</li> </ul> <p><b>Action:</b> Mother's Day Stall to be held Tuesday 27 April and Tuesday 4 May.</p> <ul style="list-style-type: none"> <li>• Easter raffle - Katy Haste spoke with Kylie at Woolworths who kindly donated 3 bags of easter goodies which was amazing. I then purchased the top up gifts and eggs to make up 14 hampers, one for each class. The children's name will go in the draw and each class will have a winner. A huge thank you to Woollies for their ongoing support. Kylie from Woolworths would like to attend on the morning of the raffle draw for photo's etc.</li> <li>• Pavers - Hopefully going well. I spoke with Jock last week and I'm sure we had 11 families so far with orders. We might need to send out a little reminder and assist those who can't print forms or access a form. Perhaps the P&amp;C can organise an order form to help build numbers. I'm not sure if we talked about a date but we may need a deadline to boost orders. Dave Bouldin, Glen Austin, Roger Bussell, Jock and Adrian to assist with laying the pavers.</li> </ul> <p><b>Action:</b> Jock to include article in next newsletter to prompt interest in pavers. Looking at the end of term 2 for closing date ie, last week of June.</p> <ul style="list-style-type: none"> <li>• Email Accounts - Unfortunately I was locked out of the P&amp;C President's email again a few weeks back. I thank Jock for contacting Lincoln Short and for the prompt response. It may be time we request the administrator info and have it within the school P&amp;C so that it can be fixed easily.</li> </ul> <p><b>Action:</b> Jock and Bec follow up on access to P&amp;C email system and contact Lincoln Short to assist with transferring ownership.</p> <ul style="list-style-type: none"> <li>• P&amp;C Facebook page - After the AGM is finalised, I would like to look into making a P&amp;C Facebook page to raise awareness of our fundraisers and activities. It would be a positive step as the information is not always having to be distributed from the school and would also inform parents about P&amp;C activities. The more exposure on different platforms would be an advantage for the P&amp;C.</li> <li>• Working with Children's Check - Lana Smith suggested a review of working with children checks, she had to update hers. There may be more that are up for renewal. A friendly reminder to make sure all working with children's checks are valid and up to date might be a good idea.</li> <li>• Iron Man – I'm sure Jock will bring up Iron man. We have had a great response from families offering to help with packing and road closures. This is a good fundraiser for the school.</li> <li>• Charity Status - Bec requested Roger to check and update our Charity Status as this is a requirement of the P&amp;C Federation. We are also required to inform them each year of the Executive team members once the AGM has been held.</li> </ul>										
<p><b>Treasurer's Report</b></p>	<ul style="list-style-type: none"> <li>• Roger acknowledged the work done by Bec for our Mothers Days stall. A lot of effort involved.</li> </ul> <p>Bank Account Balances as at 16 March 2021</p> <table> <tr> <td>Main</td> <td>\$ 2426.87</td> </tr> <tr> <td>Canteen</td> <td>\$ 0</td> </tr> <tr> <td>Savings</td> <td>\$24358.99</td> </tr> <tr> <td colspan="2">Total \$26785.86 (less \$10k Govt Covid Loan)</td> </tr> <tr> <td colspan="2">Expenses since last meeting:</td> </tr> </table>	Main	\$ 2426.87	Canteen	\$ 0	Savings	\$24358.99	Total \$26785.86 (less \$10k Govt Covid Loan)		Expenses since last meeting:	
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looking to increase the percentage of students attending at or above 90% of the time and decrease students attending less than 80% of the time.

- Creative Arts – Our groups will be further developing over time. This includes dance, choir, band and drama. Band Camp will be held the week of 19 July. It will be split this year with Junior band attending Monday and Tuesday. Senior band will attend Wednesday, Thursday and Friday.
- Parental Participation – Participation is welcomed in the following areas: P&C group, uniform outlet, Trivia night which will hopefully be held later this year. Participation in volunteering at the Canteen, Parent Teacher discussions, volunteer reading, Mother and Father's Day stalls, Christmas raffle, elections BBQ's and a Walk-a-thon to be held in the winter months is very much appreciated.
- Staff Success – We have very settled classes. 14 classes with plans for a 15<sup>th</sup> class in Term 2 in the stage 3 area. EOI for a stage 3 teacher will be advertised.
- Whole school Teacher Professional Learning project that will be ongoing. Deep syllabus outcome and continuum knowledge, focus on reading and numeracy, linked to PDP, accreditation and Teaching Standards.
- We are providing leadership opportunities for students and a Peer Support Program.
- Robotics – First Lego League – Hayley McCleary was voted coach of the tournament.
- HVCS Ceremony of Excellence was conducted.
- Mindsets for Learning – we are very pleased with the success of this program.
- Staff Changes – in 2022 there will be a release of several positions which have been held during the transition to new learning spaces. New staff will include a support class – special education trained teacher and special education SLSO.
- Community Spirit – Significant community spirit. Word around is a fantastic indication of what a community can achieve with students, families and staff working together.
- Facilities Update – Stage 1 is finalised and now under defect and maintenance process until 12 months after completion of the entire project. Stage 2 hand over is imminent. Stage 3 has commenced with completion forecast in early August 2021. Builders are hampered by weather and are being very cautious. Council sporting fields are still coming. Huge thanks to Karin Haleblan and Claire Briggs for their ongoing amazing input with the PRG team. It has been lovely to be in this team.
- Weather Vane - Jock and Karin Haleblan presented a mock up design by Shac Architects. The weather vane is a combination of three families entries submitted as part of the design competition. Karin said it will sit atop the buildings where the paths merge near the canteen.
- Future Directions – We have completed our Situational Analysis. Karin presented research and data relating to our 5 areas evaluated as part of the 2018 – 2020 plan. These areas include enrolments, student performance, wellbeing, human resources and finance. We are now compiling the School Strategic Improvement Plan 2021 – 2024.
- Strategic Directions – Our draft strategic directions are 1. Student growth and attainment, 2. Connect, collaborate and thrive 3. Quality teaching in a high-performance culture. The HVCS principals are working together and find

	<p>very similar areas for a combined strategic direction. We have a high performance culture of best practice.</p> <ul style="list-style-type: none"> <li>• Increased Enrolments – We are taking care in monitoring class sizes and class dynamics to allow for student achievement. We will have increased staffing over the coming years. We are maintaining the SPIRIT through Community Agreed Values and Learning Mindsets. This will lead into the next strategic plan.</li> <li>• Last Word – Our Big Picture – We are an outstanding school with a growth mindset philosophy focus for our students, staff and our school. We are constantly reflecting, taking on feedback and looking at evidenced based best practice to improve the opportunities we expect our students to use and the excellence we all want them to strive for. They will be asked to take greater ownership of their learning to help them prepare for their futures, and for many of them in jobs that are so different to the jobs of today. As adults, parents and teachers we have the responsibility to help them prepare for personal and collective responsibility, gratitude, change and character – just some of the tools they will need in their futures.</li> </ul>
<b>Fundraising</b>	<ul style="list-style-type: none"> <li>• No formal report made.</li> </ul>
<b>General Business</b>	<ul style="list-style-type: none"> <li>• No general business items were raised.</li> </ul>
<b>Upcoming Meetings</b>	Next Meeting: Tuesday 4 May and 8 June 2021.